



Nursing Care Quality Assurance Commission
November 4, 5, 2004
Special Meeting Notice
Department of Health
310 Israel Rd SE
Tumwater, WA 98501

Commission Members:

Dr. Judith Personett, EdD, RN, Chair
Jacqueline Rowe, RN Co-Chair
Karen Brewer, Public Member
Richard Cooley, LPN
Martha J. Herriott, PhD, ARNP
Rev. Ezra Kinlow, Public Member
Roberta Schott, LPN
Marlene Wells, LPN
Mariann Williams, RN, MPH, ARNP
Susan Wong, MBA, MPA, RN

Assistant Attorney General:

Laura Williams, Assistant Attorney General

Staff:

Paula R. Meyer, RN, MSN, Executive Director
Kris McLaughlin, Secretary
Joan Wilson, RN, Acting Education Manager
Usrah Claar-Rice, RN, Nursing Education Manager
Debra Evans, RN, Acting Chief Investigator
Karl Hoehn, Lead Staff Attorney
Chuck Cumiskey, RN, Nurse Practice Manager
Terry West, Health Service Consultant

In accordance with the Open Public Meetings Act, approximately 1117 special meeting notices were sent to individuals requesting notification of Nursing Commission meetings.

If you have questions regarding the agenda you may call the Nursing Commission office at (360) 236-4713. Items may be taken out of order. If you wish to attend the meeting for a single item, you may contact Kris McLaughlin at the number listed above and request that a specific time be scheduled for that item.

This meeting is accessible to persons with disabilities. Special aids and services can be made available upon advance request. Advance request for special aids and services must be made no later than November 1, 2004. If you wish general information about this meeting, please call the program at (360) 236-4713. If you need assistance with special needs and services, you may leave a message with that request at 1-800-525-0127 or, if calling from outside Washington State, call (360) 236-4052. TDD may also be accessed by calling the TDD relay service at 1-800-833-6388. If you need assistance due to a speech disability, Speech to Speech provides human voicers for people with difficulty being understood. The Washington State speech to Speech toll free access number is 1-877-833-6341.

Smoking is prohibited at this meeting.

I. Opening - **November 4, 2004 – 1:00PM** - Dr. Judith Personett, Chair, Nursing Care Quality Assurance Commission (NCQAC)

1:00PM Washington Health Professional Services report – Amanda Capehart
Ms. Capehart will present the purpose and function of the Washington Health Professional Services (WHPS). The NCQAC and members of the nursing profession utilize WHPS for the monitoring of treatment of behaviors associated with substance abuse. Ms. Capehart will explain the voluntary pathway into this program as well as the pathway utilized by the NCQAC when there are cases of substance abuse.

2:00PM Laurie Jenkins, Acting Assistant Secretary Health Systems Quality Assurance (HSQA)

- Decision packages and legislative proposals

3:00PM Investigations

- Introduction of the Section 6 investigators
- Overview of the investigative process

II. Opening – **November 5, 2004 – 8:30AM**

1. **Consent Agenda—DISCUSSION/ACTION**

Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Commission without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

A. Approval of minutes

- September 10, 2004 Nursing Care Quality Assurance Commission (NCQAC) business meeting minutes
- Disciplinary hearing minutes:
 - January 15, 2004
 - February 19, 26, 2004
 - March 18, 2004
 - April 15, 2004
 - May 6, 2004
 - June 14, 2004
- Subcommittee minutes
 - Education Subcommittee minutes August 3, 2004
 - Discipline Subcommittee minutes September 28, 2004
 - Practice Subcommittee minutes September 8, 2004

B. September 2004 HPQA Section 6 organizational chart

C. 2004 National Council of State Boards of Nursing (NCSBN) House of Delegate Assembly minutes

D. President's report NCSBN Board of Directors meeting

E. Education annual work plan, date and membership corrections

F. Nursing Program Approval Panel – Final Action

- August 17, 2004, Skagit Valley College
- August 24, 2004, Clark College

2. **Chair Report – Dr. Judith Personett – DISCUSSION**

A. Board, Commission, Committee Conference update

B. Legislation Task Force, members and function

C. Introduction and discussion with the lead prosecutor for the NCQAC, Susan Pierini, AAG

3. **Executive Director Report – Paula Meyer - DISCUSSION/ACTION**
 - A. Health Professions Quality Assurance (HPQA) Section 6 reorganization update
 - B. Report on Nursing Education data project, introduction of students
 - C. Health Professions Quality Assurance (HPQA) Policy on Withdrawal of Statement of Charges
 - D. 2004 CLEAR conference report
 - E. Recognition of Service, Joan Wilson, Acting Nursing Education Manager
 - F. Teleconference with School Nurses, Yakima, October 6
 - G. Nursing Education rules
4. **Discussion items - DISCUSSION/ACTION**

If items are selected for action and a task force assigned, the group will meet once, complete the charter and then come to the next meeting for decision to proceed.
5. **Nursing Program Approval Panel (NPAP) Process report– Laura Williams, AAG – DISCUSSION**

The NCQAC adopted the policy directing the NPAP, policy B07.01. The process used for the delegation of decisions to the NPAP, the Open Public Meetings Act and how it relates to the NPAP and its meetings, the attendance at the meetings, agendas and minutes of the NPAP meetings will be discussed.
6. **LPN's and Military Training – Dr. Judith Personett, Mariann Williams, Paula Meyer and Ellen Rosbach – DISCUSSION/ACTION**

A group of interested members has been meeting on the issue of comparing the training received by military medical personnel with that of Licensed Practical Nurses in Washington State. A contract with Ellen Rosbach, a previous NCQAC and pro tem member, has been signed. Ms. Rosbach will compare the Navy corpsman curriculum with the Washington State education standards for LPNs. Ms. Rosbach will present her findings to the NCQAC.

A letter was drafted by Paula Meyer to Rear Admiral N.J. Lescavage Commander, Naval Medical Education and Training command and General Barbara Brannon, US Air Force, regarding recognizing the medical training that military personnel receive and measure its equivalence with the standards for Licensed Practical Nurses in Washington State. Any responses to the letters will be presented to the NCQAC.
7. **Caregiver and Nursing Assistant Training – Dr. Judith Personett, Paula Meyer, Chuck Cumiskey and Kendra Pitzler – DISCUSSION/ACTION**

The NCQAC was legislatively directed to review the caregiver curriculum developed by Department of Social and Health Services (DSHS) and recognize competencies that were in common with Nursing Assistant training requirements. A meeting with personnel from the Department of Social and Health Services (DSHS) was planned for October 28, 2004. The task force is working on comparison of the revised caregiver curriculum, the fundamentals of caregiving, the modified fundamentals of caregiving and nurse delegation training. The DSHS personnel will complete a comparison of the curriculum developed by DSHS and the Department of Health (DOH) personnel will then compare the Nursing Assistant training requirements with the various training requirements for caregivers. A progress report and recommendations will be presented.
8. **Continuing Competency Task Force Report – Mariann Williams, Terry West – DISCUSSION/ACTION**

According to the purpose statement of the NCQAC, the NCQAC will determine continuing competency of Licensed Practical Nurses (LPNs), Registered Nurses (RNs), and Advanced Registered Nurse Practitioners (ARNPs). A report on the September 20 meeting with stakeholders will be presented.

9. **March 2005 NCQAC workshop items – Paula Meyer – DISCUSSION/ACTION**
Members of the NCQAC will request topics of interest for the March 2005 workshop. The March workshop usually is focused on items of general interest to the NCQAC members related to the practice of nursing. The July workshop focuses on disciplinary topics.

11:00 AM to 11:30 AM Executive Session if needed

- The Executive Session is that part of a regular or special meeting that is closed to the public.

LUNCH

1:00PM–OPEN MIKE - Open mike is for public presentation of issues to the Nursing commission. If the public has issues regarding disciplinary cases, please call: 360-236-4727.

10. **Education Subcommittee – Mariann Williams - DISCUSSION/ACTION**
- A. Purpose statement for the Education Sub-committee.
 - B. Conclusion of the task force regarding the questions, “May an ARNP who is preceptoring a nurse practitioner student claim the hours for direct supervision with the student as part of the 250 hours required in direct care”.
 - C. Report of the models for nursing program structure as they currently exist in Washington
 - D. Report on the progress regarding the study of the relationship between disciplinary cases and nursing school attended.
11. **Discipline Subcommittee – Jackie Rowe - DISCUSSION/ACTION**
- A. Annual work plan update
12. **Practice Subcommittee – Dr. Judith Personett - DISCUSSION/ACTION**
- A. License Verification Policy-
The NCQAQ will provide comments on a draft letter to be sent to hospital and health organizations that employ licensed nurses. The letter provides direction to employers to utilize the HPQA Provider Lookup system as a verification of licensure. The final letter is subject to approval by Bonnie King, director of HPQA, since the Provider Lookup system contains information on all credentialed health care providers in our state.
 - B. Interpretive Statements, Advisory Opinions, & Position Statements Policy - Laura Williams and Chuck Cumiskey.
 - C. Administration of Procedural Sedation by LPNs. The NCQAC requested a re-evaluation of the position statement on Procedural Sedation.
 - D. New Business:
 - Review of Practice Guidelines
13. **Other**
14. **Closing**

DIRECTIONS TO DEPARTMENT OF HEALTH POINT PLAZA EAST

If you are traveling South on I-5 (from Seattle or Tacoma):

1. ***Take I-5 South to Exit 101(Not Exit 104 to Highway 101 - Ocean Beaches)***
2. ***Turn left at the stop light onto Tumwater Boulevard (previously Airdustrial Way).***
3. ***Go to the second traffic light and turn left onto Capital Blvd.***
4. ***Move to right lane, turn right on Israel Road***
5. ***After the US Postal Office, Point Plaza will be on your left.***